



Village Manager
Weekly Report
April 1, 2016

TO: Mayor and Commission
From: Heidi Siegel, AICP, Village Manager

This Report contains specific information and updates from March 14, 2016 – April 1, 2016.

SAVE THE DATE:

- **Saturday April 9th – Relay for Life. Contract Shelecia Bartley at the Park if you are interested in forming a team or joining the Village's team.**
 - The event will run from 4PM – 10PM.
 - We are seeking Village Residents that are cancer warrior and survivors to be honored at the April 9th event. Please contact the Village Manager or Recreation Manager.
 - Even if you are not on a team --- come out for good food, good times and a good cause. The Luminary Ceremony in honor of those we have lost of cancer is a must see – at 9PM
- **Saturday April 23rd –Yard Sale and Home Improvement Expo.** This is an opportunity for residents to sell their goods and meet with vendors that will help residents meet new code regulations.

General Updates

- The Village Manager, Village Clerk and Village Attorney met to review upcoming Village Commission items and various Village business items.
- The Village Manager attended a special County Commission Meeting regarding the countywide Annexation and Incorporation Report. The Village Manager met with Commission Heyman to discuss the process and the Village's application. To date the Village's application has not been scheduled for a hearing.
- The Village Manager met with the Building Permit Coordinator to review upcoming Planning Board applications for concurrence with Code and review Board procedures.
- Due to recent Code changes, 202 properties received driveway notices and 166 of those properties have received a second notice.
 - 5 properties are in compliance
 - 4 properties had mail returned and notice resent to new address
 - 1 house demolished
 - 6 permits applied for
 - 57 property owners have talked to the Code Compliance Officer
- The Village Manager met with CAP Government to review the current Code Sweep that is focusing on shutters, walls and fences.
- The Village Manager attended the Parks and Parkways Meeting to discuss the Earth Day/Arbor Day event and various Village projects including the Community Signage plantings. The Village Manager also attended the Code Compliance Board meeting. The Village Manager discussed with the Board interest in formalizing fines and the process for assessing fines.



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- The Village Manager met with the incoming City Manager for North Miami and discussed annexation, the water agreement and solutions for the NE 121 Street median.
- The Village Manager has been assessing a Village functions for efficiency and improvement. This includes meeting with staff, reviewing schedules and advertising the Public Services Manager position.

Police Department

Police Department's Statistics for the Week Ending March 18, 2016

- Police Department's Statistics for the Period
 - Total Cases 38
 - Total Traffic Stops 37
 - Total Moving Violations 4
 - Total Non-Moving Violations 21
- Police Arrest Breakdown for the Week
 - Total Individuals Arrested: 1
 - Total Felony 1 (Grand Theft Auto)
- Significant Criminal Activity: Burglary to Car: 1 (passenger window smashed – wallet taken – Griffing Blvd & NE 119th St.)

Police Department's Statistics for the Week Ending March 25, 2016

- Police Department's Statistics for the Period
 - Total Cases 61
 - Total Traffic Stops 22
 - Total Moving Violations 4
 - Total Non-Moving Violations 10
- Police Arrest Breakdown for the Week
 - Total Individuals Arrested: 1
 - Total Felony 1 (Burglary to Residence)
- Significant Criminal Activity: Burglary to House: 2 (window smashed on rear of home NE 119th St at NE 7th Ave – computer tablet taken – second burglary at NE 110th St near NE 10th Ave – rear window forced – officers arrested the burglar at the scene)

Police Department's Statistics for the Week Ending April 1, 2016

- Police Department's Statistics for the Period
 - Total Cases 30
 - Total Traffic Stops 22
 - Total Moving Violations 0
 - Total Non-Moving Violations 5
- Police Arrest Breakdown for the Week
 - Total Individuals Arrested: 0



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- Significant Criminal Activity: Burglary to Car: 2 (NE 118th St & NE 10th Ave – two UNLOCKED cars – wallet from one, laptop computer from the other)

Parks and Recreation

- The Village Manager and Recreation Manager met with the owner of the soccer company to review future scheduling.
- The Recreation Manager has been assisting in the day-to-day implementation of public works.
- Cameras were installed at the Recreation Center.
- The Recreation Manager is reviewing the current cleaning company contract and seeking new vendors.
- The pump at the recreation field broke and currently being repaired. The field is being manually watered daily.
- The Recreation Manager is planning for Movie Night on May 14th.
- Recreation Board has changed the date of the potluck picnic – the new date will be June 4th.
- An AARP class will be held in the Recreation Center on May 21st. More details coming.
- North Miami Foundation for Senior Citizens foundation will be meeting in the recreation center on April 8th from 1pm-3pm
- Routine Maintenance took place at the Recreation Center.

Public Services

- Public Works did routine maintenance throughout the Village including mowing, weed-eating, fertilizing, trimming hedges and pulling weeds by the bridge plantings.
 - Emptied all doggy bins & garbage cans, remove paper, trash & palm limbs in medians and the Recreation Center.
 - Power washed big kids play area over.
 - Assisted in the assembly and distribution of fliers that were delivered to every home.
 - Edging the medians (NE 111st, 113st, 114st.)
 - Mulched the front of the Rec. Center.
 - Put new basketball net up
 - Fix pot holes (NE 10ave, 111st. & NE 111st. 8 & 9ave.)
 - Clean-up butterfly garden.
 - General maintenance around the Recreation Center and Village Hall/Log Cabins.
- The gravel for the community signs has been ordered after consultation with Parks and Parkways.



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- The trees for the 6th Avenue median have been ordered.
- The silver palms for community signs were planted at all four locations.
- To maintain the original design, the hedges from the 6th Avenue sign were removed. Sod has been ordered for replacement in front of the sign.
- The Public Work Supervisor is devising a checklist for all public works tasks to streamline daily duties and create accountability.

Code Compliance

Weekly Code Compliance Statistics Week Ending March 18, 2016

Courtesy Notices	11
Lien Searches	4
<u>Driveway Inspections</u>	<u>3</u>
TOTAL:	18

Courtesy Notices

- 2 Overgrown grass/weeds and shrubberies
 - 1100 block of NE 117th St – Overgrown grass, weeds and shrubberies.
 - 1000 block of NE 119th St – Overgrown grass, weeds and shrubberies.
- 4 Permit Violation
 - 900 block of NE 118th St – Driveway constructed without permits.
 - 800 block of NE 109th St – Windows permit expired.
 - 900 block of NE 113th St – No dumpster permit.
 - 10800 block of NE 10th Ave – Driveway constructed without a permit.
- 3 Property Maintenance
 - 1000 block of NE 117th St – Discolored exterior surfaces of the house.
 - 1000 block of NE 119th St – Lattice and fence cover unsightly.
 - 11700 block of NE 9th Ave – Septic tank not properly repaired and maintained.
- 1 miscellaneous
 - 1000 block of NE 119th St – Sign posted in the swale.
- 1 Solid Waste/storage of garbage containers
 - 900 block of NE 116th St – Containers not stored properly.

Weekly Code Compliance Statistics Week Ending March 25, 2016

Courtesy Notices	33
Lien Searches	4
Driveway Inspections	3
<u>Notice of Violations</u>	<u>45</u>
TOTAL:	85



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Courtesy Notices

- 2 Overgrown grass/weeds and shrubberies
 - 11600 block of NE 7th Ave – Overgrown grass, weeds and shrubberies.
 - 11700 block of NE 11th PL – Overgrown grass, weeds and shrubberies.
- 7 Permit Violation
 - 600 block of NE 115th St – Non-approved fence constructed with no permit.
 - 600 block of NE 115th St – Addition taking place without permits.
 - 11100 block of NE 8th Ave – Fence constructed without a permit.
 - 11600 block of Griffing Blvd – Bathroom remodel done without permits.
 - 11600 block of Griffing Blvd – Electrical work done without permits
 - 11600 block of Griffing Blvd – Interior work done without permits
 - 11600 block of Griffing Blvd – Windows and doors done without a permit.
- 8 Property Maintenance
 - 500 block of NE 119th St – Dirty and discolored exterior surfaces of the house.
 - 1000 block of NE 119th St – Dirty and discolored exterior surfaces of the house.
 - 10900 block of NE 8th Ct - Dirty and discolored exterior surfaces of the house.
 - 900 block of NE 119th St - Dirty and discolored exterior surfaces of the house.
 - 500 block of NE 119th St - Dirty and discolored exterior surfaces of the house.
 - 600 block of NE 119th St - Dirty and discolored exterior surfaces of the house.
 - 900 block of NE 119th St - Dirty and discolored exterior surfaces of the house.
 - 900 block of NE 119th St - Dirty and discolored exterior surfaces of the house.
- 16 miscellaneous
 - 11500 block of NE 8th Ave – Trailer stored on the property
 - 11500 block of NE 8th Ave – Vehicle parked on the grass
 - 700 block of NE 116th St – Boat stored in the front yard.
 - 11400 block of NE 8th Ave – Hedges blocking clear visibility at the intersection.
 - 600 block of NE 117th St – Awnings/Shutters covering windows.
 - 700 block of NE 115th St – Awnings/Shutters covering windows.
 - 800 block of NE 115th St - Awnings/Shutters covering windows.
 - 1000 block of NE 115th St - Awnings/Shutters covering windows.
 - 1100 block of NE 116th St - Awnings/Shutters covering windows.
 - 700 block of NE 116th St - Awnings/Shutters covering windows.
 - 1000 block of NE 119th St - Awnings/Shutters covering windows.
 - 900 block of NE 121th St – Awnings/Shutters covering windows.
 - 11100 block of NE 9th Ct - Awnings/Shutters covering windows.
 - 11000 block of NE 9th Ct - Awnings/Shutters covering windows.
 - 11000 block of NE 9th Ct - Awnings/Shutters covering windows.
 - 11000 block of NE 9th Ct - Awnings/Shutters covering windows.

Weekly Code Compliance Statistics Week Ending April 1, 2016

Courtesy Notices	35
Lien Searches	3
Driveway Inspections	2
Notice of Violations	9
TOTAL:	49

Courtesy Notices



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- 1 Unused/Unsightly Objects
 - 11900 block of NE 6th Ave – Unused/unsightly vehicle on the property.
- 2 Overgrown grass/weeds and shrubberies
 - 11600 block of NE 7th Ave – Overgrown grass, weeds and shrubberies.
 - 11700 block of NE 11th PL – Overgrown grass, weeds and shrubberies.
- 1 Permit Violation
 - 600 block of NE 117th St – Wooden fence constructed without a permit.
- 2 Property Maintenance
 - 12000 block of NE 7th Ave – Discolored exterior surfaces on the front of the house.
 - 600 block of NE 120th St – Discolored exterior surfaces of the house.
- 27 miscellaneous
 - 700 block of NE 120th St.- Awnings/Storm Shutters closed
 - 700 block of NE 116th St.- Awnings/Storm Shutters closed
 - 800 block of NE 116th St - Awnings/Storm Shutters closed
 - 1000 block of NE 116th St- Awnings/Storm Shutters closed
 - 11200 block of NE 9th CT.- Awnings/Storm Shutters closed
 - 11600 block of NE 7th Ave. - Awnings/Shutters covering windows.
 - 900 block of NE 117th St – Awnings/Shutters covering windows.
 - 800 block of NE 118th St - Awnings/Shutters covering windows.
 - 11300 block of NE 11th Pl. - Awnings/Shutters covering windows.
 - 11400 block of NE 11th Pl. - Awnings/Shutters covering windows.
 - 900 block of NE 121th St – Holiday Lights Violation
 - 900 block of NE 121th St - Holiday Lights Violation
 - 11900 block of NE 12th Ct - Holiday Lights Violation
 - 11900 block of NE 12th Ct - Holiday Lights Violation
 - 11800 block of NE 12th Ct - Holiday Lights Violation
 - 1000 block of NE 119th St - Holiday Lights Violation
 - 900 block of NE 119th St - Holiday Lights Violation
 - 900 block of NE 117th St - Holiday Lights Violation
 - 900 block of NE 116th St - Holiday Lights Violation
 - 1000 block of NE 118th St - Holiday Lights Violation
 - 11200 block of NE 10th Ave - Holiday Lights Violation
 - 11400 block of NE 9th Ave - Holiday Lights Violation
 - 11200 block of NE 9th Ave - Holiday Lights Violation
 - 11200 block of NE 9th Ave - Holiday Lights Violation
 - 11100 block of NE 9th Ave - Holiday Lights Violation
 - 700 block of NE 112th St - Holiday Lights Violation
 - 11900 block of NE 6th Ave – Vehicle parked on the grass.
- 3 Solid Waste/storage of garbage containers
 - 11400 block of NE 6th Ave - Oversized trash pile out on the wrong day
 - 900 block of NE 119th St – Containers not stored properly.
 - 1100 block of NE 119th St – Containers not stored properly.

Notice of Violation/Hearing

- 800 block of NE 111th St – Unfinished paint job: Case# 16-0271.



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- 900 block of NE 118th St – Driveway constructed without a permit: Case# 16-0268.
- 10900 block of NE 10th Ave – Unused/unsightly vehicle on the property: Case# 16-0269.
- 900 block of NE 111th St – Not permitted privacy screen attached to the fence: Case# 16-0270.
- 900 block of NE 120th St – Driveway in need of repair and maintenance: Case# 15-0647.
- 800 block of NE 109th St – Expired window permit: Case# 16-0267.
- 800 block of NE 113th St - Hedges blocking clear visibility at the intersection: Case# 16-0266.
- 11700 block of NE 11th Ave - Expired vehicle registration, car parked on the grass: Case# 16-0265.
- 1100 block of NE 119th St - Recycling and garbage containers not stored properly: Case# 16-0243.

Upcoming Events/Meetings:

- Tuesday April 4th – Regular Village Commission Meeting at 7:00pm
- Saturday, April 9th - Quarterly Saturday Trash Pick-Up
- Saturday, April 9th - Relay for Life
- Monday, April 11th - Code Compliance Board at 7:00pm
- Tuesday, April 12th - Biscayne Park Foundation at 7:00pm
- Wednesday, April 13th - Public Art Advisory Board at 6:00pm
- Wednesday, April 13th - Code Review Board at 7:00pm
- Monday, April 18th - Planning & Zoning Board at 6:30pm
- Wednesday, April 20th - Parks & Parkway Advisory Board at 7:00pm
- Saturday, April 23rd - Community Yard Sale & Home Improvement Workshop from 8:00am - 12:00pm
- Saturday, April 23rd - Arbor Day / Earth Day from 2:00pm - 4:00pm
- Tuesday, April 26th - Recreation Advisory Board at 7:00pm
- Monday, May 2nd - Planning & Zoning Board at 6:30pm

Have a great week!